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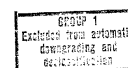
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12 April 1971

SUMMARY OF IG SURVEY TEAM RECOMMENDATIONS AND ACTION TAKEN

<u>RECOMMENDATION</u>	<u>GIST</u>	<u>ACTION OR DDI RESPONSE</u> <i>(* possible action pending)</i>
1	Make Deputy Director the OBGI Career Management Officer	Done by Office Regulation 1-4, dated 3 August 1970
2	DDI should assign each year 1-2 capable officers to ED for 2-year TDY's	DDI accepted. ("I recognize . . . Editorial Division needs an infusion of younger qualified officers and will implement this recommendation by assigning junior officers on 2-year rotational tours as vacancies occur . . . and as qualified professionals can be made available.")*
3	Give 3 ED people assigned to GD editing some NIS work or transfer them back to GD	D/BGI directed orally they be assigned NIS Program tasks in addition to those for GD; 2 of the positions subsequently assigned entirely to ED operations
4	D/BGI visit encyclopedia firms, and arrange for similar tours by other staff members if warranted	Done March 1971
5	Return inferior NIS contributions to producers for reworking	DDI said this would be "counterproductive;" stated D/BGI would confer with DIA-NIS Coordinator, and, if necessary, DDI would confer with Director, DIA, in effort to get better performance*
6	Transfer Review Branch of PD to ED	Accomplished by merger of PD and ED

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RECOMMENDATIONS

GIST

ACTION OR DDI RESPONSE

7	Dissolve Review Branch, ED	Declined because <sup>mechanical</sup> EPIC function will be 80% of Branch work, which should <del>not</del> remain separate from substantive review
8	Transfer ED Graphic Support Branch to CD	Declined because already colocated with ED, customers, and far distant from proposed CD supervision
9	Merge PD with ED	Done
10	Propose to NIS Committee that contributors complete detailed review of NIS manuscripts at earlier stage	DDI responded this already tried but no luck because of practical obstacles. ". . . will continue to search for ways to reduce the length of time involved in the production of the NIS."
11	a. Incorporate appropriate OCI and OER studies into NIS; b. DIA and others review for publication their Basic Sections; c. OBGI cease Basic Sections review; d. ED be reduced to 8-10 analysts who review only the General Survey	a. No DDI objection, but idea not felt workable or useful because of controlled or narrow content of these studies; b. -c. -d. Non-concurred because production plan already underway that should achieve economies sought-premature to add other changes
12	Rotate CD compilers to broaden their area expertise and give Division increased flexibility	DDI responded that rotation already standing policy; new CD organization will facilitate it
13	Put all graphics people in ED and CD into a CD Graphics Support Branch; shift all cartographers to CD's Cartographic Research Branch	DDI felt new CD organization is consistent with intent of the recommendation; declined to make these specific changes

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14	Attack CD overtime: a. Identify priorities and match workload with Division capacities; b. Shift 1-2 positions out of regional branches and into drafting; c. Grant compensatory time in lieu of payment for overtime	DDI responded that: a. Few requests can be denied - answer lies in more resources; b. Cuts removed the 2 compilation positions, so recommendation is no longer relevant; c. HR 20-29i says this is at the discretion of the employee - management can only encourage it. [Colonel White not comfortable with a. "There may indeed be a need for closer control over the use of graphics."]*
15	Reduce number of points for file of CD maps	DDI said OBGi will examine this but doubt any change is appropriate
16	Chief, CD, issue comprehensive instructions on who does what, how, in CD	Done
17	Chief, CD, develop and publish issuances setting forth Division policies and regulations	Done
18	a. CD complete a second data bank soonest; b. D/BGI review Automap Program to assure plans are adequate for most effective expansion	DDI responded that: a. Premature to assign additional personnel until hardware on hand; b. Concur in sentiment expressed here [but no intent to conduct formal review was mentioned]
19	Chief, GD, stop his and Editor's review of drafts prior to substantive coordination	Done
20	Identify authorship of GD reports	DDI declined

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21	a. Slow down IMP; b. Insure analysts have projects other than IMP occasionally; c. Insist that self-initiated projects be encouraged; d. Include a senior geographer in meetings of Central Intelligence Bulletin Panel	DDI responded that: a. Schedule repeatedly extended to accommodate other research or personnel cuts; b. and c. Question ". . . is really one of judgment concerning the usefulness of . . . projects suggested . . ." - will continue to invite pertinent project proposals; d. Tried 18 months ago and found unproductive
22	Add a Records Clerk to Collection Section, MLD	Done [and taken away again in T/O reduction effect, FY 72]
23	Establish Deputy Division Chief in MLD	DDI responded that problems being taken care of without ". . . the additional costs of another senior position."*
24	IRS should survey: a. requirements for maps and mapping publications; b. the usefulness of products acquired by GA's; c. validity of requirements generating process and need for a more formal requirements program	DDI responded that: a. IRS feels such survey would be costly with little accomplishment; b. Is no criticism offered, nor has anything but approval been expressed by customers at time of BALPA and OPRED; c. Believe "current system is adequate." [Colonel White asked for another look, and a report to him by end of September 70 - request overtaken by NIRB study August-October 70, and no report was made to Executive Director/Comptroller]
25	Update Office notices, and make more use of them	Done

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26	Refresh supervisors' awareness of employee-recognition devices	Done
27	Examine and try to reduce Division statistical reporting programs	DDI accepted the idea

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SUMMARY OF 19 SURVEY  
TEAM RECOMMENDATION  
AND ACTION TAKEN 24 OCT 70  
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SUMMARY OF IG SURVEY  
TEAM RECOMMENDATION  
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